



FIRST THINGS FIRST

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Attachment 6

MEMO

TO: La Paz/Mohave Regional Partnership Council
DATE: April 18, 2013
RE: Renewal Recommendations for SFY 2014

La Paz/Mohave Regional Partnership Council Members,

As the Regional Council moves forward with implementation of the strategies approved in the SFY 2014 Regional Funding Plan, **there are seven grant agreements eligible for renewal. The staff recommendation is that all seven grant agreements be renewed for SFY 2014.**

Generally, a one year agreement with option to renew may be extended unless there is appropriate justification for the action to not renew.

Regional Councils should examine grant performance in considering whether or not to recommend renewal of a grant agreement. If a Regional Council determines that grant performance does not meet the Regional Council's needs based upon factual evidence under the provisions of the grant, the Regional Council may decide to not renew.

If grantee performance is satisfactory under the grant agreement, and if no other changes occur to the scope of work or financial value of the grant that would require rebid or renegotiation, the Regional Council should renew the grant. Regional Councils may also renew programs based on findings that there are reasonable causes for delays in implementation, or other issues that have been or will be overcome by the grantee in the coming year.

All recommendations from the Regional Council will be forwarded for consideration of approval at the First Things First Board meeting June 10 and 11, 2013.

A Grantee Renewal Recommendations document (Attachment 6) is attached for your review. This document is intended to provide information to the Regional Council for consideration of renewal as a complement to other sources of information, including data reports, narrative reports, and the renewal application.

For each grant agreement eligible for renewal, Senior Director Gary Arnold, our Fiscal Specialist and I conducted a thorough review of financial, programmatic and data performance and can provide further information as requested. We have provided points to consider and a recommendation for each grant agreement.

Once you have made your decisions, the report will serve as a summary of your recommendations to the board on renewals for SFY 2014.

You may find the following highlights helpful as you review the documents and information:

- Each grant award is individually listed by name and contract number. You will notice the contract period and number of contract months. This information will be helpful in assessing individual grantee progress this year, as not all agreements started work at the same point.
- Financial information is provided and includes the dollar amount of the award, the amount expended to date,* and percentage expended. You will see that there is a “range of 30- 60%” expended to date, indicated by yes or no, and percentage for amounts outside of this range. The range alone does not indicate strong or poor performance, but may be considered in context of the whole of the grantee reporting. The final item in the finance section is the proposed award amount for SFY 2014.
- A short program narrative is provided to describe the work of each grant agreement.
- In the green section, you will see a short representation of the grantee performance. The SFY 2013 contracted service units are followed by the data for quarters one (7/1- 9/30) and two (10/1- 12/31).*
- You will also see a “year-to-date total” of the actual service number presented as a cumulative or duplicative total as appropriate. A targeted range of 30-60% of the contracted number of units is presented with indication on meeting or exceeding that range.
- There is also a short narrative with renewal consideration information. You will see a yes/no indicating the staff recommendation to the Regional Council for renewal and a blank “yes/no” area for the Regional Council recommendation for renewal, once decided. This staff recommendation was made based on a review of the quarterly data reports, financials, and renewal application.

Should you have any questions or need additional information please let me know. As with all business you are asked to consider the Open Meeting Law requires you to conduct any needed discussions during the public meeting and to consider any potential Conflict of Interest on these decisions.

Merritt Beckett,
Regional Director
La Paz/Mohave Regional Partnership Council

**Please note that the expenses are current as of date printed on the report, whereas the service units reported are for quarters one (7/1- 9/30) and two (10/1- 12/31). These are not corresponding time periods so must be considered in that perspective.*